

Board of Directors
Regular Business Meeting Minutes
Monday, March 28, 2016
Sunbird Ballroom - 6:00 p.m.

Members present: Dee Brown-Knoeppel, Don Calvert, Nancy Eckstein, Gordon Lee, Pat McGonegle, Jean Pritchard, Chuck Warren and Manager Layne Varney

The meeting was called to order by President Gordon Lee at 6:00 p.m.

The minutes of February 22, 2016 Business Meeting, March 1, 2016 Preliminary Audit Review Meeting, March 14, 2016 Agenda Planning Meeting, and the March 14, 2016 Executive Session were accepted.

Treasurer's Report was given by Don Calvert and accepted.

Manager's Report was given by Layne Varney.

Committee Liaison Reports

Golf Club/HOA Committee Meeting - No report given

Going Green Committee - Jean Pritchard reported that approximately 3700 pounds of paper was shredded at their March 17 event. The profits from the fiber recycling project offset the cost of the shredding event.

Rules Committee - Nancy Eckstein reported the Committee met on March 7. They are continuing to research solar lights for the stop sign at the intersection of Championship and Augusta. Due to the change in age limits with adult supervision for our amenities, signs are being reviewed for changes as well. The next meeting is on April 4 at 1:00 p.m.

Project Review Committee - Dee Brown-Knoeppel reported the Committee met on March 3. Home sales to date are 19 and several more are in process. The German Club submitted a request to install a ceiling projector in the Lakeview Room to make the room more usable. Shirley Clark will investigate further and report back at the April meeting. HOA Board consensus is to leave grass as is in the clubhouse area and to try to find an alternative location for dogs. Jack Loy and Bing Solomon will investigate area along Pebble Beach and report back at April meeting. Jack Loy will contact the contractor and proceed with tile selection and etching (longest lead time items) for the Hunt/Cooper signage. When completion time frame is known; Jack will work with Sunbird Maintenance for installation. Bill Hook and Layne Varney met with pool general contractor (Palladio) to discuss feasibility of adding a 28' x 24' room, patio, and balcony on the 2nd floor. This item will be forwarded to the Board.

ACC Committee - Pat McGonegle reported the Committee met on March 23, 2016. 147 ACC permits have been issued since January 1, 2016. Cigarette butts, dog droppings, wrappers need to be disposed of in the proper place. Weeds continue to be problematic.

Cars and golf carts cannot be placed on gravel; they need to be parked on driveways. Next meeting will be April 13, 2016.

Marketing Committee - Chuck Warren reported that the Committee met on March 10. They discussed various ways to welcome new owners including the possibility of creating postcards for them to give to others who might be interested in buying in SunBird. They are proposing the name and charter of the Committee be changed to The Welcoming Committee. Assignments of new homeowners to visit were passed out.

Finance Committee - Don Calvert reported the Committee met on March 1. The meeting followed the preliminary meeting with the auditor with all the Board members present. The 3rd delinquent letter was sent out to homeowners who have not paid the January dues. Delinquency rate was .3% for the end of 2015. Reallocation of Home Sales Fees was discussed and forwarded to the Board. A motion to revise the 2016 budget due to the extra cost from the restaurant and pool was discussed. Motion passed 4-3 and will be forwarded to the Board.

Chuck Warren made a motion to change the name and charter of the Marketing Committee to the Welcoming Committee. The proposed draft of the charter was reviewed. After a brief discussion, Chuck amended his motion to change the name and charter of the committee to the Welcoming and Marketing Committee. Motion passed 7-0.

A letter from the Golf Club was received approving the change of land use to recreation use in the area where the test bocce ball court is now located with the stipulation that the taxes for this area be paid for in full by the HOA. Gordon Lee made the motion to not accept the Golf Clubs approval with the tax stipulation. Motion passed 4-2 with 1 abstention. After a lengthy discussion, Chuck made a motion that the HOA Board approve the change of land use with the prior approval of the Golf Club, that the HOA will pay all the taxes on said area, and have the SunBird residents approve the change of land use and the installation of 2 bocce ball courts. Taxes paid in 2015 were \$237.24. Motion passed 4-3. All Board members agreed that the motion made and passed by Chuck Warren regarding the land use/bocce ball courts overrode the previous motion of Gordon Lee that had been approved.

Chuck Warren made the motion to approve the Project Review and Long Range Planning recommendation for securing the services of pool general contractor (Palladio) to discuss feasibility of adding a 28' x 24' room, patio, and balcony in the 2nd floor open space looking toward pool from the clubhouse lobby, with the proviso that the project was two to three years out. Palladio submitted a quote of \$3,100 to provide plans and specifications suitable for vendor quotes. Cost will be paid from the Capital Improvement fund. Motion passed 7-0

Nancy Eckstein made the motion to increase the amount new owners pay into the Contribution to Capital Improvement Fee to \$2,000.00 effective July 1, 2016. This change would exclude any people who are in escrow as of that date, keeping their fee to

\$1,500.00. Real Estate agents and Title companies will be notified of the change. Motion passed 6-1

Don Calvert made the motion to reallocate the distribution of the CCIF for the remainder of 2016 beginning on July 1. The reallocation would be 60% to the Reserve Fund, 25% to Capital Improvement Fund, and 15% to Special Project Fund. Distribution of the CCIF would remain as is through June 30, 2016. Motion passed 7-0.

Don Calvert made the motion to establish the formation of a Contingency Fund with Layne's input. Motion passed 7-0

Layne Varney explained the purpose of the March 29 Special Board Meeting which is to share information recently learned about food and liquor events held on SunBird HOA property and to ensure compliance with law and minimize SunBird liability. He encouraged everyone to attend.

The discussion on Liquor License options was tabled until further information can be obtained.

Nancy Eckstein made the motion to change the time of the Agenda and Business meetings to 10:00 a.m. The Agenda meetings will continue to be held on the second Monday of each month and the Business meetings will continue to be held on the fourth Monday of each month except for June, July, and August when the Board is in recess. This change will begin in September 2016 and the change will be noted on the web page. Motion passed 6-1

The discussion of the existing parking situation around the clubhouse was tabled until further information can be obtained.

Layne Varney reviewed the Homeowner Comment Sheet.

Comments were made by Homeowner and Directors

The meeting was adjourned at 8:10 p.m. by President Gordon Lee.

Respectfully Submitted,

Nancy Eckstein, HOA Board Secretary